

on Student Assessment and Accountability

December 12, 2019

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DRC INSIGHT Portal Available for Test Administration Tasks for Passage-Based Writing Field Test and Early Literacy and **Mathematics Benchmark Assessments**

The DRC INSIGHT Portal will be available for Assessment Coordinators to create and manage test sessions, assign designated supports and accommodations, and to print test tickets and test rosters for students taking the Passage-based Writing Field Test or the Winter Early Literacy and Mathematics Benchmark Assessment beginning tomorrow, Friday December 13, 2019.

For the Passage-based Writing Field Test, users will need to preidentify students for testing in the Office of Educational Assessment and Accountability (OEAA) Secure Site (www.michigan.gov/ oeaa-secure). Those students will then be pulled into the DRC INSIGHT Portal within one day. For the Early Literacy and Mathematics Assessment, students who took the fall test will be automatically pre-identified. Any student taking the Early Literacy and Mathematics Assessment who did not take the fall test needs to be pre-identified in the OEAA Secure Site.

Once students are available in the DRC INSIGHT Portal, users can assign students to test sessions and assign designated supports and accommodations. Note: Designated supports and accommodations need to be assigned to students before test tickets are printed in order for the embedded support or accommodation to be available.

For information about how to pre-identify students for testing, go to the Pre-Identification of Students section of the OEAA Secure Site Training web page (www.michigan.gov/securesitetraining).

For information about how to create and manage test sessions, assign designated supports and accommodations, and print test tickets and test rosters, refer to the DRC INSIGHT Portal

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Reminder (previously run article)



includes information Tech Coordinators also need to know

Sign up for Spotlight (www.michigan.gov/mde-spotlight) and/or access previous editions

Call Center: 877-560-8378

User Guide available on the <u>DRC INSIGHT Portal</u> (www. mi.drcedirect.com). Once you have logged into the DRC INSIGHT Portal, select **My Applications**, then **General Information**, the **Documents** tab,and then **Document Type: Manuals and Directions**.

DRC INSIGHT Portal logins are assigned through the OEAA Secure Site. For information about how to get login credentials for the DRC INSIGHT Portal, go to the OEAA Secure Site Training web page (www.michigan.gov/securesitetraining) and select the How do I get Access to DRC INSIGHT Portal (formerly eDIRECT) document.

WIDA Off-Site Test Administration Request Window

If your school or district is planning to administer the WIDA ACCESS for ELLs and/or WIDA Alternate ACCESS for ELLs assessments at off-site locations, you must complete an **Off-Site Test Administration Request** for the building/school (if the entire school is planning to test off site) or for individual students through the Office of Educational Assessment and Accountability (OEAA).

The WIDA Off-Site Test Administration Request window opens December 16, 2019 and closes March 2, 2020.

The link to complete the Off-Site Test Administration requests will be available beginning December 16 on the WIDA web page (www.michigan.gov/wida).

WIDA Test Exceptions & False English Learner (EL) Guidance

The window for WIDA Test Exceptions opened December 11, 2019 and continues until January 24, 2020 in the Office of Educational Assessment and Accountability (OEAA) Secure Site (www.michigan.gov/oeaa-secure). During this window, educators may request a waiver from the Spring 2020 WIDA ACCESS for ELLs or the Alternate ACCESS for ELLs for students with specific disabilities. All test exceptions must be applied for on an annual basis and

approvals do not carry over from year-to-year. For more information on WIDA Test Exceptions, refer to the <u>WIDA ACCESS</u> for ELLs and Alternate ACCESS for ELLs Test <u>Exceptions and False EL Guidance</u> document found on the WIDA web page (www.michigan.gov/wida).

Directions for submitting WIDA Test Exceptions can be found on the <u>Secure Site Training web page</u> (www.mi.gov/securesitetraining) under the **Quick Reference** section. For questions about how to submit WIDA Exceptions, contact the Call Center (select Option 3) or email <u>mde-oeaa@michigan.gov</u>.

DRC Technology Bulletins

The <u>DRC INSIGHT Portal</u> (formerly known as eDIRECT) has a variety of Technology Bulletins available under Documents to assist you in implementing and updating online assessment. If your school or district has already converted over to Central Office Services and set everything to auto-update, you are all set for spring testing. If you still need support, you might be interested in:

- <u>Technology User Guide</u> the comprehensive guide to online testing with DRC
- Tech Bulletin: <u>TSM to COS Service Device</u> to help vou switch to Central Office
- Tech Bulletin: <u>Deploying the DRC INSIGHT Secure</u> <u>App to Chrome Devices</u> – for Chromebook-specific help
- Tech Bulletin: <u>Extended Retries</u> explaining how INSIGHT will try to reconnect
- Technology Coordinator webinar <u>slides</u> and <u>recording</u> from December 4
- <u>DRC Site Technology Readiness Checklist</u> to help you ensure completed each step

DRC's help desk is always available at misupport@datarecognitioncorp.com or 1-877-560-8378 (option 2). For WIDA-specific questions, contact WIDA@datarecognitioncorp.com or 1-855-787-9615.

2019-20 Annual Education Report (AER) **Public Availability**

The Michigan Department of Education has finalized the data and materials for schools to use in publishing their Annual Education Report (AER). Schools have had access to the preview version of the 2018-19 AER data and to materials necessary for the creation of 2019-20 AERs since December 5, 2019 on MI School Data. The AER will be available publicly on MI School Data (www.mischooldata. org) on **December 13, 2019**.

2019-20 Sending Scores Back Program for Shared Educational Entities (SEEs and S2E2s) - Applications Now Available

Intermediate School Districts (ISDs), consortia, or other partnering districts can to apply to participate in the "Sending Scores Back" Program for school accountability reporting. Eligible schools and classroom programs provide: alternative education, early/middle college education, gifted and talented education, or special education services to neighboring or consortium districts.

The Sending Scores Back Program provides the ability to have non-resident student assessment results and non-resident student graduation statuses redirected in school accountability reporting to another school in a student's own district of residency. Note: Public school academies (PSAs) are not eligible for this program, as PSAs do not have resident district boundaries in the same way traditional districts do.

Applying for the Sending Scores Back Program will designate your school building or classroom program as a Shared Educational Entity (SEE) or Specialized Shared Educational Entity (S2E2). That status is then used during submissions in the Michigan Student Data System (MSDS) to identify students to be processed specially in school accountability reporting. Students identified in these schools/

programs are then attributed back to a school building identified in their resident school district for the purposes of school accountability calculations.

Shared Educational Entities (SEEs) and Shared Specialized Educational Entities (S2E2s) that participated in the Sending Scores Back Program in a prior school year will need to reapply to reestablish their status as a SEE or S2E2 in the Sending Scores Back Program for 2019-2020 school accountability results expected in fall of 2020.

Additional information and applications to participate in this program are now available on the Shared Educational Entities web page (www.michigan.gov/sees). Applications will be due via electronic submission, no later than January 27, 2020.

2020 Michigan School Testing Conference

The 2020 Michigan School Testing Conference (MSTC) will be held **February 11–13, 2020** at the Sheraton Ann Arbor Hotel in Ann Arbor, Michigan. This year's conference will be the 60th annual event.

The mission of MSTC is to provide educators with professional learning opportunities about assessment, as well as information on national, state, and local assessment programs and trends. The conference is unique in its match to the needs of Michigan educators, featuring examples of outstanding practices from local educators, as well as state and nationally renowned experts in the field.

The annual Michigan School Testing Conference consists of a day for workshops and two days of plenary and clinic sessions.

On Tuesday, February 11, 2019, from 8:30 to 11:45 a.m. and 12:45 to 4:00 p.m., six half-day and two full-day workshops will be offered, including a full-day workshop for new assessment coordinators. Registration begins at 7:30 a.m. Continental breakfast and a light lunch will be offered for all conference workshop attendees.

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The conference takes place **Wednesday**, **February 12** through **Thursday**, **February 13**, **2019**. Registration includes continental breakfast and lunch on both days.

Keynote presenters on Wednesday, February 12 include Tom Guskey (University of Louisville) and Andy Middlestead (MDE). Jim Pellegrino (University of Illinois-Chicago) and a panel of current and retired educators who will celebrate the 60th anniversary of the conference are the keynote presenters on Thursday, February 13.

For conference program information and registration, go to the <u>MSTC online registration site</u> (www.gomasa.org/ MSTC2020).

Please Note: If you are planning to stay at the Sheraton Ann Arbor Hotel, the deadline for reservations at the room block hotel rate is January 10, 2020.

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cus on Assessment Litera

Reliability: The Necessary Precursor to Validity

In Assessment Literacy for Educators in a Hurry, W. James Popham defines reliability in assessment as "the consistency with which a test measures what it measures" (p. 38). Unlike validity, which describes a test's appropriateness for a particular purpose, reliability is a statement about the test itself. A valid test must be reliable, but a reliable test may or may not yield valid interpretations if used for the wrong purpose. To use an analogy, a meat thermometer may be a reliable tool for determining whether your Thanksgiving turkey is fully cooked, but may not be a reliable tool for determining room air temperature; if used for that purpose, it will not provide a valid interpretation.

How is reliability determined? First, different types of evidence that are suitable for the test's intended use must be reviewed. Second, a judgment about the strength of that evidence must be considered. A statistical calculation called a reliability coefficient is often used to indicate the strength of reliability evidence. Values can range from 0 to 1.0; the closer to 1.0, the stronger the evidence for reliability. The most common types of test reliability evidence are:

- Test-retest reliability: the degree to which the same test administered at different times to the same students produces similar results.
- Alternate-form reliability: the degree to which different forms of the same test administered to the same set of students produces similar results.
- Internal consistency reliability evidence: the degree to which items on a test are homogeneous or
 measure similar skills and knowledge. An end-of-year summative test that is intended to measure
 a broad set of skills and knowledge (and indicate mastery) would be expected to have a higher
 internal consistency reliability than a test that is developed to provide information to improve
 instruction.
- Inter-rater reliability: the degree to which scores from different raters on the same student performance measure agree.

Finally, all reliability evidence should be evaluated with the appropriate purpose and use of a test in mind, and must be considered for both individuals and groups of test-takers.

In January, we will address the third concept that factors into the quality of a test: fairness.

Related Resources

Scoring Rubric Development: Validity and Reliability This peer-reviewed article discusses how the concepts of validity and reliability relate to classroom practice and the development of quality scoring rubrics.

Tutorial for Calculating the Reliability Coefficient

For lovers of statistics, this step-by-step tutorial shows how to calculate the reliability coefficient for a series of test-takers and assessments.

Put Into Practice

Consider one of your classroom assessments. This could be a scoring rubric, a mid-term exam, or a pretest/post-test. Based on the types of evidence of reliability listed above, what evidence do you have that this assessment is reliable? What factors are there that may impact the reliability of your assessment?

Spotlight on Student Assessment and Accountability

College Board Corner

Information on SAT®, PSAT™ 8/9, and PSAT™10 provided by the College Board

Questions about Spring PSAT 8/9, PSAT 10, or SAT?

- Call the Michigan Educator Hotline: 866-870-3127 (select Option 1)
- Email <u>michiganadministratorsupport@</u>
 collegeboard.org

Accommodations

All accommodations requests will be submitted through the College Board Services for Students with Disabilities (SSD) Online system. There are two types:

- College Board-Approved Accommodations:
 Students with approved accommodations will receive college- or scholarship-reportable scores.
 Once approved for accommodations, with limited exceptions, a student remains approved for all College Board tests.
- State-Allowed Accommodations (SAAs):
 Students, schools, and the state will receive scores; however, the scores are not accepted by colleges, universities, or scholarship programs.

 These accommodations apply to state testing only and are requested for each state administration.
 - » The use of state-allowed accommodations is recommended for 8th graders because PSAT 8/9 scores are not sent to colleges, universities or scholarship programs, and SAAs align with the student's current IEP/504. Using an SAA in 8th grade does not preclude a student from using College Board-approved accommodations in future years, when scores are desired to be sent to colleges.

- » The window for requesting SAAs starts the week of January 14, 2020. All state-allowed accommodation requests are automatically approved within a few days and require no documentation.
- » When the window opens, SSD Online will contain a link to request state-allowed accommodations.

English Learner (EL) Supports

SSD coordinators and test coordinators can work with district English Learner coordinators (if applicable) to identify students needing EL supports. English learners will be able to utilize EL supports for the Spring 2020 Michigan-provided PSAT 8/9, PSAT 10, and SAT with Essay. These supports include the use of a College Board-approved word-to-word bilingual glossary, translated test directions, and 50 percent extended time. Students can use one or any of these supports in combination. Students will receive college-reportable scores when any of these supports are used.

- Use of a College Board approved word-to-word bilingual glossary does NOT require approval by the College Board. The approved list is being updated and will be available by January.
- Translated test directions will be available in PDF format in February 2020. Schools must print the directions for students; no printed test directions will come with the test materials. Use of translated test directions does NOT require approval by the College Board.
 - » Directions will be available in Albanian, Arabic, Bengali, Chinese (Mandarin), French, Gujarati, Haitian Creole, Hindi, Polish, Portuguese,

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Russian, Spanish, Urdu, and Vietnamese. The College Board will also support "on the fly" translations of directions not provided in PDF format by district-approved translators.

- Although not an accommodation, EL students requiring 50% extended time will need to be identified in SSD Online. Schools can request 50% extended time for ELs starting the week of January 14, 2020.
- Students using 50% extended time will be automatically approved within a few days, and no supporting documentation is required. These students can be tested with other students using accommodations testing with the same timing and test materials.

EL supports may not be appropriate for all English learners. For guidance on providing EL supports, go to the <u>Supports and Accommodations Guidance Document</u> available on the <u>MME</u> (www.michigan.gov/mme) and <u>PSAT</u> (www.michigan.gov/psat) web pages in the **Student Supports and Accommodations** section.

Math-Only Exception

Students that are identified as an English Learner (EL) in the Michigan Student Data System (MSDS) and have been enrolled in U.S. schools for 12 months or less at the time of taking a state assessment may be eligible to receive a one-time exception from having to take the English language arts portion of state assessments.

- In order for a student to be eligible for an exception from the ELA portion of a state assessment, the student needs to have taken:
 - » the WIDA ACCESS Placement Test (W-APT) or WIDA Screener with their scores provided in the Secure Site
 - » the most recent administration of the summative WIDA ACCESS for ELLs or WIDA Alternate ACCESS if enrolled prior to the test administration window
- Enter in SSD Online as a state-allowed accommodation starting January 14, 2020.
- A math-only version of the assessment will not be shipped. All students will use a lime test book but will only be administered the math section.

Requests in SSD Online

Category	College Board-Approved Accommodations SCHOOL VERIFIED	College Board-Approved Accommodations DOCUMENT REVIEW	State-Allowed Accommodations	English Learner Support
When?	SSD Online is always open for CB-approved accommodations. Deadline is February 24, 2020.	SSD Online is always open for CB-approved accommodations. Deadline is February 24, 2020.	January 14 – February 24, 2020	January 14 – February 24, 2020
Examples (not exhaustive)	50% extended time, large block answer sheet, extra breaks, extended breaks, permission to test blood sugar	Large print greater than 20 point, more than 100% extended time, anything listed as "other"	First year EL-math only, any accommodation for 8th grade	50% extended time
Verification Needed	School verifies that the accommodation is in the IEP/504 and is being used in school; Automatically approved within a few days and no documentation needed	Requires documentation – could take up to seven weeks	Automatically approved within a few days and no documentation needed	Automatically approved within a few days and no documentation needed

Spotlight on Student Assessment and Accountability



Information on ACT® WorkKeys® provided by the ACT.

Reminder: Managing Participation for ACT WorkKeys Past Due

The window for completing Managing Participation is **past due**. If schools have not yet completed Manage Participation using the PearsonAccess^{next} system, refer to the <u>November 7, 2019 Spotlight Newsletter</u> (www. michigan.gov/mde-spotlight) for further information. **Note:** Manage Participation must be completed at the individual **school level**, not the district level.

District Assessment Coordinators should ensure that all schools within your district have completed the Manage Participation process, even if they are not testing.

Schools that have completed the Participating section are sent to the Office of Educational Assessment and Accountability (OEAA) Secure Site daily. District and Building Assessment Coordinators can verify each school's status by reviewing the **Test Center Participation** page on the <u>OEAA Secure Site</u> (www. michigan.gov/oeaa-secure) under the **Assessment Registration** drop-down menu.

What's New with ACT WorkKeys in 2020

- Two new gender options have been added to the answer documents: "Another Gender" and "Prefer Not to Respond."
- Approval of off-site testing is required by the OEAA.
 Submit your requests using the <u>OEAA Secure Site</u> (www.michigan.gov/oeaa-secure) February 10 May 5, 20, 2020.
- The number of proctors needed for the administration has decreased (refer to the following table).

Standard Time Students	Accommodations Students	Minimum Staff Required
1-30	1-20	Room Supervisor
31-60	21-40	Room Supervisor plus 1 Proctor
61-100	41-60	Room Supervisor plus 2 Proctors

The ACT-hosted Michigan WorkKeys state testing website (http://www.act.org/stateanddistrict/michigan) has been refreshed. Select the WorkKeys on Paper link to display Important Dates, Quick Links, and the multiple ways to contact ACT and OEAA, as well as the seven stages of the WorkKeys administration and their applicable resources. Select the title of each stage to quickly access it or simply scroll down the page.

- Orientation stage helps you become familiar with the testing program
- Configuration stage provides access to systems like PearsonAccess^{next}
- Verification stage helps you ensure nothing was missed
- Preparation stage prepares you for testing and includes links to Facility Requirements, Training Testing Staff, Sample Questions, and Receipt/ Check in of materials.
- Administration stage helps you conduct a successful test administration and links to documentation including Test Administration Forms, Administration Manuals, and Calculator Policy.
- Transportation stage helps you return your test materials, with links to specific portions of the applicable manuals.
- **Interpretation** stage helps you understand and interpret the score reports.

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Many ACT administration materials can be accessed online using our new interactive publishing system. You can search for keywords, filter content, and provide feedback to ACT. The home page contains a short video providing navigation tips.

For all upcoming events and deadlines, be sure to reference the following documents:

- ACT WorkKeys Schedule of Events posted on the ACT state testing website (www.act.org/ districtandstate/michigan.html) on the WorkKeys on Paper page.
- MME List of Important Dates Spring 2020 found on the MME web page (www.michigan.gov/mme) under General Information.

Contacting ACT

If you have questions, you may:

- contact ACT via the <u>Contact Us web page</u> (www.act.org/aap/state/contact.html)
- 2. call ACT at 800-553-6244, 9:30 AM 6:00 PM ET
 - standard time: ext. 2800accommodations: ext. 1788
- 3. email accommodations questions to ACTStateAccoms@act.org

Important Dates

December 2019

Early Literacy and Mathematics

Now - January 30, 2020

 Pre-identification for Early Literacy and Mathematics Benchmark Assessment for grades K-2

Early Literacy and Mathematics and Passage-Based Writing Field Test

December 13 - January 31, 2020

 Create and Manage Online Test Sessions and assign Universal Tools, Designated Supports, and Accommodations in the DRC INSIGHT Portal for M-STEP Passage-based Writing Field Test for grades 3-8 and Early Literacy and Mathematics Benchmark Winter 2020

M-STEP

Now - January 30, 2020

Pre-identification for M-STEP Passage-Based
 Writing Field Test for grades 3-8

SAT and PSAT

Now – December 20, 2019

Off-Site Testing Requests for **SAT with Essay, PSAT 10**, and **PSAT 8/9** (refer to the <u>November 7 Spotlight</u> for details)

Now - February 24, 2020

Window to request College Board-approved accommodations in SSD Online for **SAT with Essay**, **PSAT 10**, and **PSAT 8/9**.

WIDA

December 11 - December 27, 2019

WIDA Initial Material Order Window

December 11 – March 19, 2020

Pre-Identification for WIDA

December 11, 2019 - January 24, 2020

· WIDA Test Exceptions & False EL Window

December 18, 2019, 10:00 - 11:30 AM

 WIDA Alternate ACCESS Overview Webinar <u>Registration link</u> (https://wida-alternate-accessoverview-121819-1000-1130.eventbrite.com)

January 2019

Early Literacy and Mathematics

January 6 – January 31, 2020

 Early Literacy and Mathematics Benchmark Assessment for grades K-2 testing window

M-STEP

January 6 – January 31, 2020

 M-STEP testing window for the online Passage-based Writing Field Test

WIDA

January 29, 2020

 WIDA Materials arrive in districts and Additional Material Order Window Opens

February 2019

WIDA

February 3 - March 20, 2020

WIDA Test Administration window

SAT and PSAT

February 24, 2020

 Deadline for requests to enter, change, or remove accommodations for SAT with Essay, PSAT 10, and PSAT 8/9.



Contacts

For assistance with assessment or accountability issues:

Assessment and Accountability Call Center

877-560-8378 (select appropriate option)

Options	Topics		
1	to report cheating and unethical behavior by a district/school in regards to state assessments		
2	for support of Central Office Services (COS), DRC INSIGHT Portal, and INSIGHT for the online M-STEP, MI-Access, and Early Literacy and Mathematics Benchmark Assessments (K-2)		
3	for support of the OEAA Secure Site for <u>all</u> state assessments, administration and policy questions related to M-STEP, MI-Access, Early Literacy and Mathematics Benchmark Assessments (K-2), and accountability reporting		
4	for questions about the College Entrance and Workskills assessments 1. Eligibility, MDE policies, and OEAA Secure Site Support 2. SAT®, PSAT™ 8/9, and PSAT™ 10 – College Board 3. WorkKeys® – ACT®		
5	for questions about the WIDA ACCESS for ELLs, WIDA Alternate ACCESS for ELLs, and support for WIDA AMS, INSIGHT, and Central Office Services (COS)		
8	for all other questions		

Email

For assessment questions: mde-oeaa@michigan.gov

For accountability questions: MDE-Accountability@michigan.gov

For assistance with WIDA Screener, W-APT, and the WIDA Secure Portal questions:

(for questions not covered in options 3 and 5 in the table above)

WIDA Client Services

866-276-7735